

ROUTING AND TRANSMITTAL SLIP

Date

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. *EO/DOA**AR*24 MAR
1983

2.

3.

4. *B.A.*

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

1 Copy items?

- At least SAFE
- Asked for contributions
by COB 7 April at
29 close staff
mtg.

~~XXXX~~DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

5041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

ADMINISTRATIVE-INTERNAL USE ONLY

Executive Registry

83-1679

DD/A Registry

83-0817

24 March 1983

DD/A REGISTRY

FILE: 100-15

MEMORANDUM FOR: See Distribution

SUBJECT : Report of Significant Activities During DCI's
Absence (26 March - 10 April 1983)

Please provide by 1200 hours, 8 April 1983 for the DCI's review a report of any significant activities you wish to call to his attention shortly after his return. The report should take the form of a blind memorandum inscribed across the top Significant Activities/Developments (Directorate or Office) and should be forwarded to the Executive Secretariat in two copies. Please forward only those items which are not already included in your Weekly Activities Reports submitted to the Executive Director's office.

STAT

 Executive Secretary

Distribution:

D/ICS

DDI

☒ DDA

DDO

DDS&T

Chm/NIC

GC

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Compt

D/OEXA

D/Pers

STAT

 Info: SA/DCI
 EA/DDC
 EA/EXD
 SA/IA

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DCI
EXEC
REG

83-0817